



Community Rides Grants Webinar

Program Overview and Transportation Partnerships

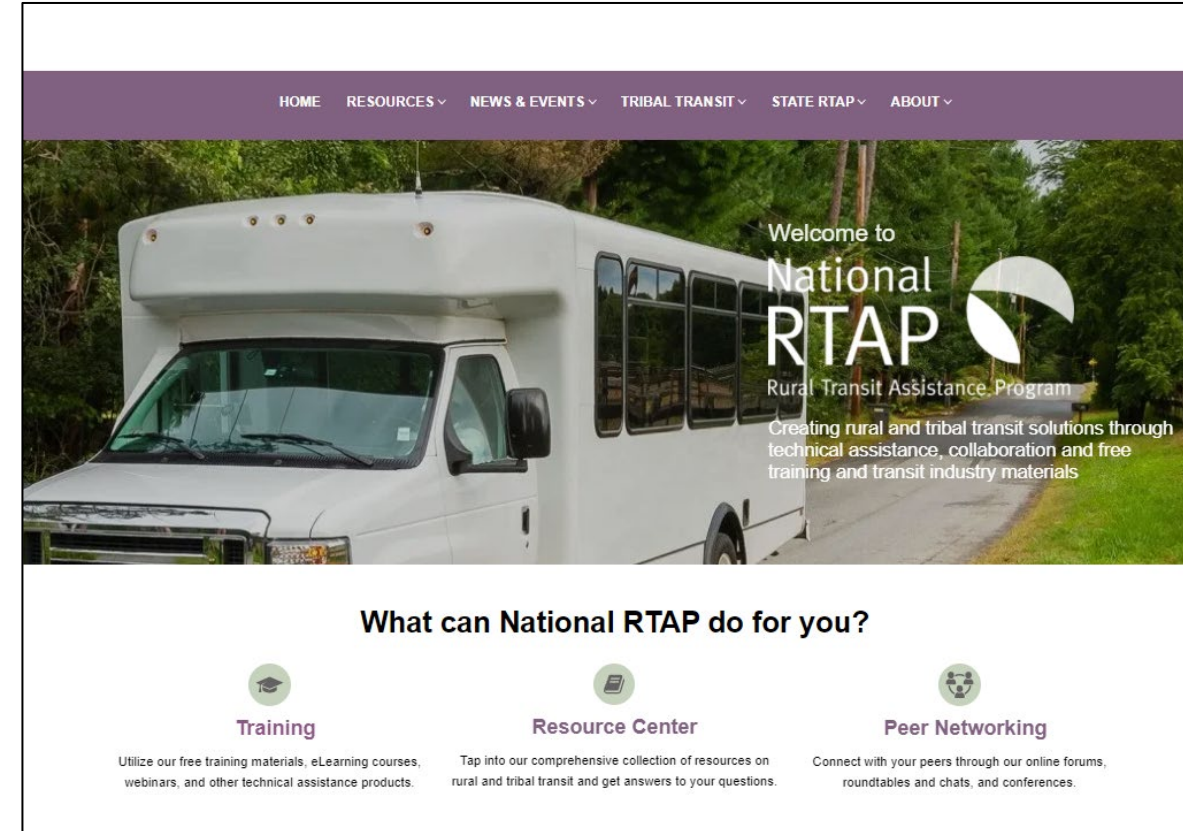
October 2, 2:00-3:00 PM ET



U.S. Department of Transportation
Federal Transit Administration

National Rural Transit Assistance Program

- Technical assistance center funded by FTA through the Section 5311 Program
- Provides free training materials and technical assistance to rural and tribal transit providers and state RTAP programs
- Review Board – state DOT and rural and tribal transit agency staff
- Learn more at nationalrtap.org



National RTAP Resources and Services

Training

manuals, videos, slides, and eLearning for front-line staff and management

Information

and best practices via tech briefs, toolkits, topic guides, articles, and news

Technology Tools

for procurement, cost allocation, website building, and GTFS

Peer Networking

and training via webinars, conferences, roundtables, and online forums

Assistance

through reference services and tech support – bring us your questions!

Webinar Agenda

Community Rides Grants Overview

- How to access grant program information
- Key dates
- Program summary
- Local partner examples
- Additional partner & funding examples
- National RTAP support
- Eligible projects and project examples

Accessing the Application Portal

- Overview of what it looks like
 - The portal steps/screenshots to grants webpage

How to Access Grant Program Information



National RTAP
Community Rides Grants

For complete up-to-date information:

<https://www.nationalrtap.org/News/Community-Rides-Grants>

Email grants@nationalrtap.org with any questions

Grant Program Key Dates

9/21/26	Request for proposals (RFP) published
10/2/26	Informational webinar for interested applicants
10/23/26	Grant application due date
12/15/26	Approximate date of grant award announcements
2/1/27	Selected projects begin work
1/31/28	All Community Rides Grant projects must be completed
1/31/28	Final report/supporting materials due



Grant Program Summary – Funding and Eligibility

- ~\$250,000 distributed
- Grant awards of up to \$75,000; \$25,000 minimum grant amount
- Funding distributed monthly on a reimbursement basis
- Project duration is 12 months
- Eligible applicants are rural or tribal transit systems eligible for FTA Section 5311
 - **Not eligible: vehicle purchases and expenses for existing transit services**



Photo from Curtis Raines, Klamath Tribes Chiloquin, OR

Grant Program Summary – Goals

- Support local transportation partnerships
 - ***Must have a minimum of one local partner***
- Improve access to critical needs like employment, healthcare, education, healthy food, social services, etc., as well as build the capacity of transit programs
- Fill gaps in service and reduce duplication to build transit services that are responsive to the needs and values of the community



Rides To Wellness
FREE round-trip transportation to medical appointments at the SDUIH in Pierre

Schedule Your Appointment

Pierre Clinic
605-224-8841
Monday - Friday: 8a-5p

SDUIH
South Dakota Urban Indian Health
INTEGRATED CARE FOR ALL



The COLORExpress Materials Developed

REAL Inc.
As a national leader in transit and a long-standing member of the transportation industry, REAL Inc. is proud to be a part of the COLORExpress project.

Need a ride to school? GET ON BOARD and hop on the COLOR Express

College Routes
We want to establish express routes for students of higher education in the Central Plains. We would also like to work with local high school students who need travel assistance for their college or university.

Technology for Easy Access
New software, mobile app and real-time payment options will be available for users to create a more efficient process. Upgrading our system was needed for this project to keep up with times of change. Make reservations and payments online at your convenience.

Health and Safety First
Your health and safety is our top priority. REAL Inc. vehicles are cleaned, sanitized and inspected daily to ensure they are safe for all passengers. We also have all passengers wear their seat belts and masks at all times.

As we are in the early stages of rolling out the COLOR Express, we hope to meet with more leaders in the community to discuss a self-service that will meet their needs. We are especially looking forward to working with local educators to help our hard-working students with transportation to higher education. If you or someone you know can benefit from transportation to higher education please let us know we can reach out and start the process now.

Grant Program Summary – Project Objectives

Projects should be:

1. Directly linked to the community
2. Scaled to the rural environment
3. Innovative
4. Replicable
5. Sustainable



Example Local Project Partners

Local Partners (must have one local partner)

- Employers
- Healthcare providers
- Health clinics
- Community organizations
- Community college or university
- Chambers of Commerce
- Drug rehab/recovery centers



National RTAP
Community Rides Grants

A minimum of one letter of commitment from a local partner is required

National RTAP Support

- National RTAP will work collaboratively with selected projects throughout the grant period:
 - Helping prepare before projects begin February 2027
 - National RTAP resources and technology tools
 - Peer network and support
 - Monthly meetings grantee meetings and reporting
 - Sharing lessons learned
 - Work with non-selected projects to build readiness with technical assistance & partnerships



Potential projects include:

Project examples to support mobility and improve transit access in rural communities through partnerships:

- Improving existing services by adding hours, days, or modes to improve access to healthcare, food, and employment
- Starting an employment transportation program
- Marketing and community engagement
- Rural Transportation Management Association (TMA) or employment vanpool
- Planning and implementing technology solutions to support transit operations
- Feeder route for intercity connections
- Assess the feasibility of on-demand rural transit solutions in your community
- Improving transportation information and trip planning capacity, build awareness of existing transit services and improve the ease-of-use for riders
- Improved regional access and coordination of transit services

Community Rides
Grant Webpage has
more examples
+ Current and Past
Funded Projects

Community outreach, planning, and developing a business plan to support any of these types of initiatives should also be part of your project.

<https://www.nationalrtap.org/News/Community-Rides-Grants>

RFP Budget Considerations

- Think through the various contingencies on how you envision spending the grant
- Make sure the budget, budget narrative, and milestones match the project and funding allocation

Budget Template
Provided
through the
Portal



NATIONAL RTAP BUDGET FORM Community Rides Grant Program

Organization Name:	Total Project Costs	Community Rides Grant Funding (Total Project Costs - Outside Funding)	Enter Outside Funding, if any (Will be deducted from total project costs to calculate Community Rides Grant Funding)	Description
Personnel Costs:				
Project Manager	\$ -	0	0	\$ -
Program Manager	\$ -	0	0	\$ -
Driver(s)	\$ -	0	0	\$ -
Dispatch	\$ -	0	0	\$ -
Administrative	\$ -	0	0	\$ -
Other Staff (specify)	\$ -	0	0	\$ -
Subtotal	\$ -	0	0	\$ -
Fringe (enter percentage)	0%	\$ -	\$ -	\$ -
Travel (enter total)	\$0.00	\$ -	\$ -	\$ -
Total Personnel + Travel	\$ -	\$ -	\$ -	\$ -
Contracted Services:				
Sub-contracted Services	\$ -	0	0	\$ -
Consultants	\$ -	0	0	\$ -
Travel for consultants	\$0.00	\$ -	\$ -	\$ -
Total Contracted Services C	\$ -	\$ -	\$ -	\$ -
Other Direct Costs:				
<i>Include all possible items where you plan to use the funding (e.g., marketing materials, trainings, and technology related expenses).</i>	Enter Total Project Costs	Community Rides Grant Funding (Total Project Costs - Outside Funding)	ENTER OUTSIDE FUNDING, if any (Will be deducted from total project costs to calculate Community Rides Grant Funding)	Description (Briefly describe other expenses. Outside funding is subtracted from the Total Project Costs and reflected in the Community Rides Grant Funding column)
<i>Include fuel usage and other direct costs assumptions in Description.</i>				
Fuel	\$ -	\$ -	\$ -	\$ -
Vehicle lease	\$ -	\$ -	\$ -	\$ -
Maintenance	\$ -	\$ -	\$ -	\$ -
Meeting/Training Expenses	\$ -	\$ -	\$ -	\$ -
Office Space Rental/Utilities	\$ -	\$ -	\$ -	\$ -
Telephone/Fax/Internet	\$ -	\$ -	\$ -	\$ -
Printing	\$ -	\$ -	\$ -	\$ -
Mailing/Postage	\$ -	\$ -	\$ -	\$ -
Supplies	\$ -	\$ -	\$ -	\$ -
Computer/Technology Expenses	\$ -	\$ -	\$ -	\$ -
Marketing/Media/Outreach	\$ -	\$ -	\$ -	\$ -
Other (specify)	\$ -	\$ -	\$ -	\$ -
Other (specify)	\$ -	\$ -	\$ -	\$ -
Other (specify)	\$ -	\$ -	\$ -	\$ -
Total Other Direct Costs	\$ -	\$ -	\$ -	\$ -
Subtotal	\$ -	\$ -	\$ -	\$ -
Indirect Costs (enter percentage) Please provide federally approved rate documentation or other supporting documentation	0%	\$ -	\$ -	\$ -

Questions

Accessing the Application Portal

National RTAP SurveyMonkey Apply Grant Application Portal

<https://nationalrtap.smapply.org>

Log In

Register



2027 Community Rides Grant Program

Community Rides Grant Program Summary

Request for Proposals

Application Due Date: October 23, 2026

Purpose	Funding Amount	Eligible Applicants
The National RTAP Community Rides Grant Program is intended to develop or strengthen transportation partnerships and the capacity of rural transit programs. Successful projects will increase access to critical needs like employment, healthcare, education, healthy food, social services, or recreation. The projects will be shared nationally as promising practices. National RTAP will work with selected projects	National RTAP will award grants, a minimum of \$25,000 and up to \$75,000 to assist transit programs in taking the next steps in forming local mobility partnerships. Approximately 4 to 5 projects will be selected for funding. This is a 12-month funding opportunity, with the goal that awarded projects will be sustainable beyond this timeframe. Awarded projects will start Feb. 1, 2027 and end by Jan. 31, 2028). A link to the grant management portal is available on the grant's information webpage Community Rides Grant (https://www.nationalrtap.org/News/Community-Rides-Grants).	Eligible applicants are existing or eligible recipients or sub-recipients under the Formula Grants for Rural Areas Program (49 U.S.C. Section 5311) that meet the Community Rides Grant Program goals, objectives, and requirements. Applicants must serve as the lead agency and must have a written agreement with one or more local partner(s).

APPLY

Opens

Sep 21 2026 09:00 AM (EDT)

Deadline

Oct 23 2026 11:59 PM (EDT)

Register with SurveyMonkey Apply



SurveyMonkey Apply®

Register for an applicant account

Already have a SurveyMonkey Apply account? [Log in](#)

[Register as an organization](#)

First Name

Al

Last Name

Benedict

Organization name

National RTAP

Tax number (Optional)

Email

Create a password

By registering for an account, you agree to our [terms of service](#) and [privacy policy](#).

Check Your Email to Confirm Registration

National RTAP

Hello Al,

Someone has tried to register on [National RTAP](#) with this email address.

Please use the link below to associate your account with the site.



Complete Registration

If you did not make this request, you can safely disregard this email.

Thanks,
The SurveyMonkey Apply Team

Eligibility Quiz

Are you, as the lead applicant, currently receiving or eligible for FTA Section 5311 funding?

☒ Yes

☐ No

Do you have authorization from your transit agency's executive management and/or governing board to apply for this grant program and to implement the proposed project?

☒ Yes

☐ No

Do you have a letter or written agreement from a partner organization that commits to being involved in planning and implementing the proposed project?

☒ Yes

☐ No

Does your organization have any outstanding legal or financial issues?

☐ Yes

☒ No

Does your proposal involve using these grant funds to purchase a vehicle?

☐ Yes

☒ No

CHECK ELIGIBILITY

I'll do this later

Save my profile

Applying for the Grant

Log In

Register



2027 Community Rides Grant Program

Community Rides Grant Program Summary

Request for Proposals

Application Due Date: October 23, 2026

Purpose	Funding Amount	Eligible Applicants
The National RTAP Community Rides Grant Program is intended to develop or strengthen transportation partnerships and the capacity of rural transit programs. Successful projects will increase access to critical needs like employment, healthcare, education, healthy food, social services, or recreation. The projects will be shared nationally as promising practices. National RTAP will work with selected projects	National RTAP will award grants, a minimum of \$25,000 and up to \$75,000 to assist transit programs in taking the next steps in forming local mobility partnerships. Approximately 4 to 5 projects will be selected for funding. This is a 12-month funding opportunity, with the goal that awarded projects will be sustainable beyond this timeframe. Awarded projects will start Feb. 1, 2027 and end by Jan. 31, 2028). A link to the grant management portal is available on the grant's information webpage Community Rides Grant (https://www.nationalrtap.org/News/Community-Rides-Grants).	Eligible applicants are existing or eligible recipients or sub-recipients under the Formula Grants for Rural Areas Program (49 U.S.C. Section 5311) that meet the Community Rides Grant Program goals, objectives, and requirements. Applicants must serve as the lead agency and must have a written agreement with one or more local partner(s).

APPLY

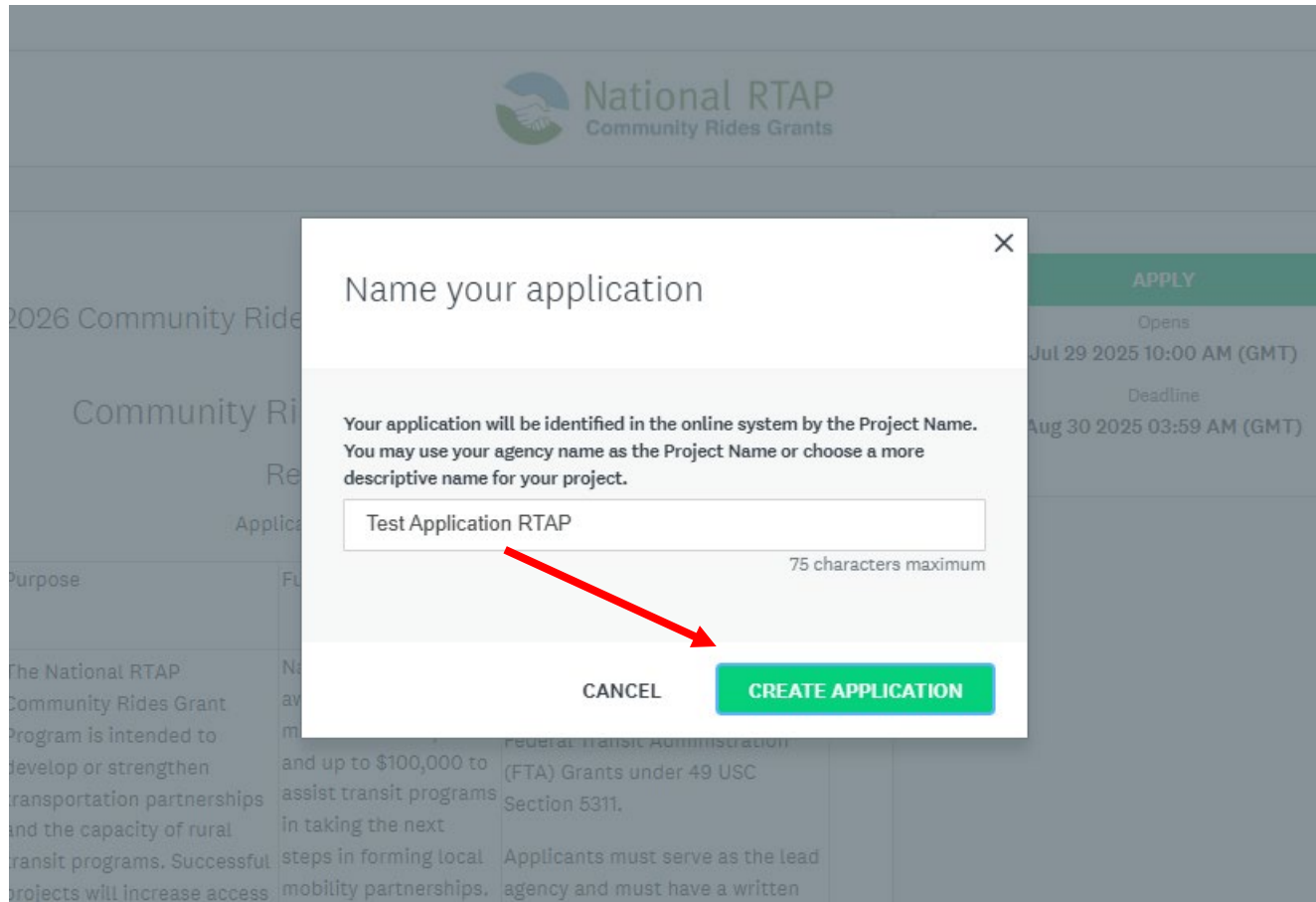
Opens

Sep 21 2026 09:00 AM (EDT)

Deadline

Oct 23 2026 11:59 PM (EDT)

Name your Application



The screenshot shows the National RTAP Community Rides Grants application interface. A modal dialog box titled "Name your application" is centered on the screen. The dialog contains instructions: "Your application will be identified in the online system by the Project Name. You may use your agency name as the Project Name or choose a more descriptive name for your project." Below this is a text input field containing "Test Application RTAP" with a character count of "75 characters maximum". At the bottom of the dialog are two buttons: "CANCEL" and "CREATE APPLICATION". A red arrow points from the text input field to the "CREATE APPLICATION" button. In the background, a table lists application deadlines, and the top of the page features the National RTAP logo.

National RTAP
Community Rides Grants

Name your application [X]

Your application will be identified in the online system by the Project Name. You may use your agency name as the Project Name or choose a more descriptive name for your project.

Test Application RTAP 75 characters maximum

CANCEL CREATE APPLICATION

2026 Community Rides Grants	
Community Rides Grant	Re
Application	
Purpose	Fu
The National RTAP Community Rides Grant Program is intended to develop or strengthen transportation partnerships and the capacity of rural transit programs. Successful projects will increase access	Na av m and up to \$100,000 to assist transit programs in taking the next steps in forming local mobility partnerships.

APPLY	
Opens	Jul 29 2025 10:00 AM (GMT)
Deadline	Aug 30 2025 03:59 AM (GMT)

Federal Transit Administration (FTA) Grants under 49 USC Section 5311. Applicants must serve as the lead agency and must have a written

The Application Dashboard

The screenshot displays the 'Test Application RTAP' dashboard. On the left, a progress bar shows '1 of 8 required tasks complete'. Below it are 'REVIEW' and 'SUBMIT' buttons. Further down is the user profile for 'Al Benedict' with an 'Add Member or Team' button. On the right, a list of tasks is shown, with the first task, 'Applicant Information', marked as complete. Red arrows point to the 'REVIEW' button, the 'SUBMIT' button, the 'Add Member or Team' button, and the 'Applicant Information' task item.

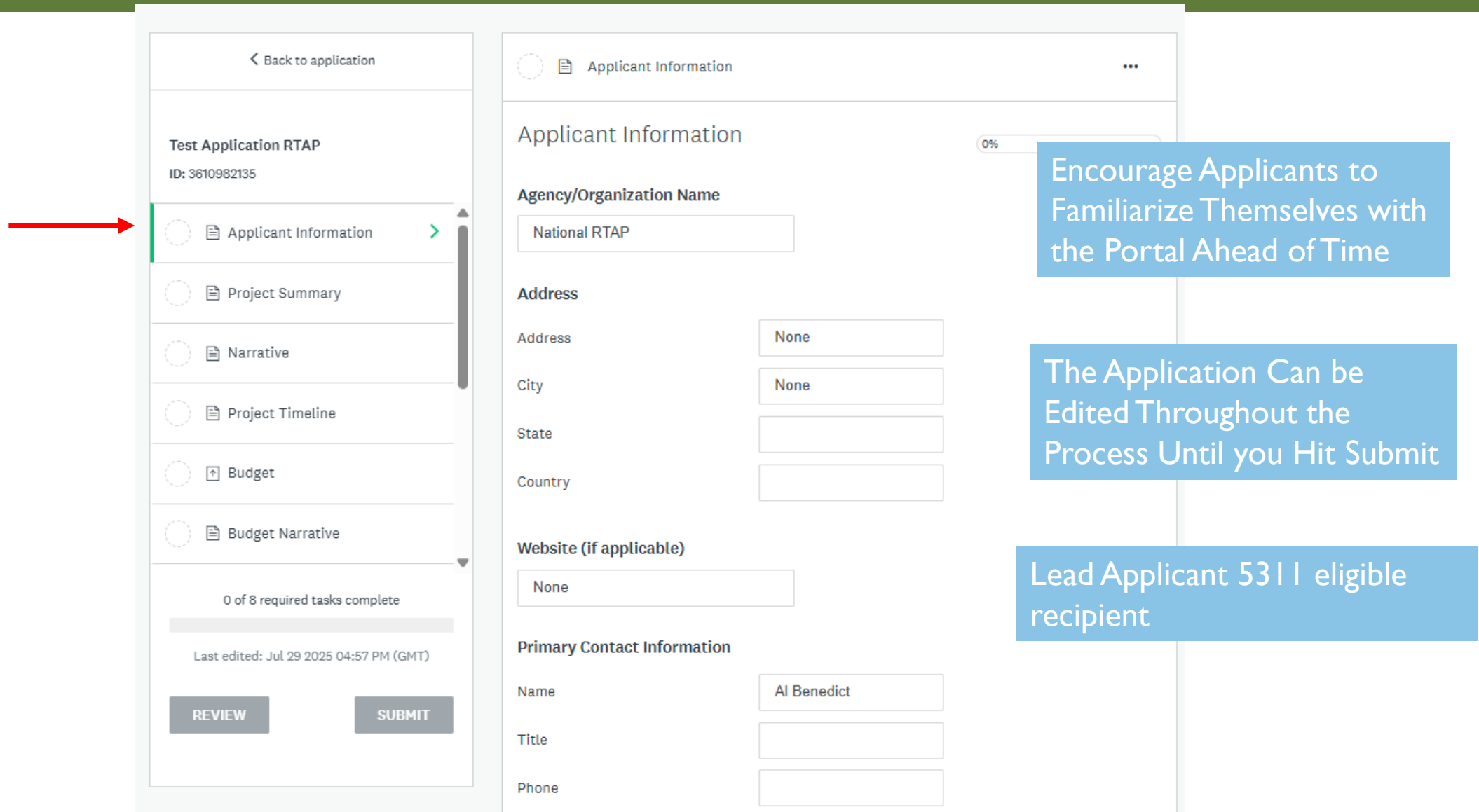
Test Application RTAP
National RTAP ID: 3610982135

APPLICATION ACTIVITY

Your tasks

✓	Applicant Information	>
	Project Summary	>
	Narrative	>
	Project Timeline	>
	Budget	>
	Budget Narrative	>
	Upload Letter of Commitment	>
	Upload Letter of Authorization from the Transit Agency Executive and/or Governing Board	>
	Upload up to four letters of support from other allied organizations and stakeholders (optional)	>
	Upload Additional Documentation (optional)	>

Applicant Information



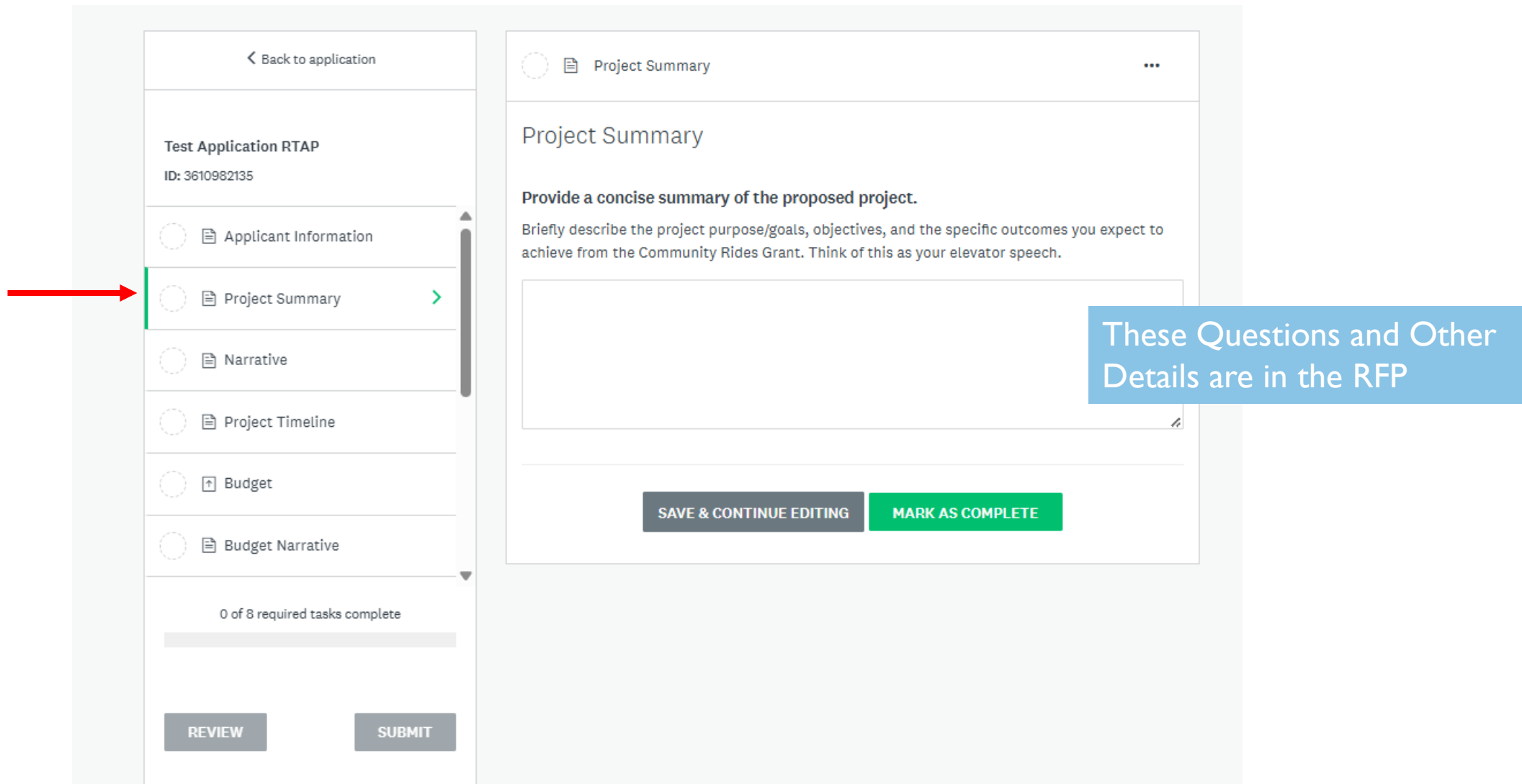
The image shows a web application interface for 'Applicant Information'. On the left is a sidebar with a list of tasks: 'Applicant Information', 'Project Summary', 'Narrative', 'Project Timeline', 'Budget', and 'Budget Narrative'. A red arrow points to the 'Applicant Information' task, which is highlighted with a green bar. Below the task list, it says '0 of 8 required tasks complete' and 'Last edited: Jul 29 2025 04:57 PM (GMT)'. At the bottom of the sidebar are 'REVIEW' and 'SUBMIT' buttons. The main content area is titled 'Applicant Information' and shows a progress bar at 0%. The form fields are as follows:

Applicant Information	
Agency/Organization Name	
National RTAP	
Address	
Address	None
City	None
State	
Country	
Website (if applicable)	
None	
Primary Contact Information	
Name	Al Benedict
Title	
Phone	

Three blue callout boxes provide additional information:

- Encourage Applicants to Familiarize Themselves with the Portal Ahead of Time
- The Application Can be Edited Throughout the Process Until you Hit Submit
- Lead Applicant 531 | eligible recipient

Project Summary



The screenshot displays a web application interface for a project summary. On the left is a sidebar with a list of tasks: 'Applicant Information', 'Project Summary', 'Narrative', 'Project Timeline', 'Budget', and 'Budget Narrative'. A red arrow points to the 'Project Summary' item, which is highlighted with a green bar and a green chevron icon. Below the list, a progress bar shows '0 of 8 required tasks complete'. At the bottom of the sidebar are 'REVIEW' and 'SUBMIT' buttons. The main content area is titled 'Project Summary' and contains instructions: 'Provide a concise summary of the proposed project. Briefly describe the project purpose/goals, objectives, and the specific outcomes you expect to achieve from the Community Rides Grant. Think of this as your elevator speech.' Below the instructions is a large text input field. At the bottom of the main area are two buttons: 'SAVE & CONTINUE EDITING' and 'MARK AS COMPLETE'. A blue callout box on the right contains the text: 'These Questions and Other Details are in the RFP'.

Test Application RTAP
ID: 3610982135

- Applicant Information
- Project Summary**
- Narrative
- Project Timeline
- Budget
- Budget Narrative

0 of 8 required tasks complete

REVIEW SUBMIT

Project Summary

Provide a concise summary of the proposed project.

Briefly describe the project purpose/goals, objectives, and the specific outcomes you expect to achieve from the Community Rides Grant. Think of this as your elevator speech.

SAVE & CONTINUE EDITING MARK AS COMPLETE

These Questions and Other Details are in the RFP

Project Narrative

[← Back to application](#)

Test Application RTAP
ID: 3610982135

- ☐ Applicant Information
- ☐ Project Summary
- ☒ Narrative [→](#)
- ☐ Project Timeline
- ☐ Budget
- ☐ Budget Narrative

0 of 8 required tasks complete

[REVIEW](#) [SUBMIT](#)

☐ Narrative [...](#)

Project Narrative

0%

Project Type - Which of the following best describes your project?

- ☐ New or enhanced routes to increase access to healthcare, addiction treatment/recovery, employment, shopping, social services, or other health-supportive destinations.
- ☐ Transportation management association (TMA) or employment vanpool.
- ☐ Feeder route for intercity/regional connectivity to increase access to jobs and medical care.
- ☐ Improving transportation information and trip planning capacity to increase awareness of existing transit services and improve the ease-of-use for riders.
- ☐ Implementing new technology to improve the efficiency of transit operations in order to increase/improve service.
- ☐ Consolidation of transit providers or operations to maintain/increase service capacity.
- ☐ Other (Please specify.)

Provide a detailed project description that responds to the following questions:

- What are the project goals and anticipated outcomes?
- What are the key project activities and milestones?
- What challenges do you expect to face with this project?
- How will you make the project successful? Be sure to identify your plans for marketing and outreach.

Describe the need for the project and the project benefits:

- What need is the project responding to? Be specific and provide evidence if available (e.g., requests from stakeholders, rider feedback, other data).
- How will the project benefit the community? Be specific.
- Who is the target population/beneficiary for this project?

0/500

Describe how the project supports the Community Rides Grant Program goals and how it meets the project objectives listed in the RFP. In particular:

- How does the project improve transportation access and mobility to support the health and well-being in the community?
- How is the project scaled to the rural environment?
- How is the project innovative?
- How is the project replicable?
- How will the project be sustainable after this grant program is over? For example, how will ongoing costs for this project be funded in the future?

Word Limits Visible Once you Start Working on the Sections

[SAVE & CONTINUE EDITING](#)

[NEXT](#)

Project Timeline

Project Milestones by Quarter
& the First 30 Days

Should Align with the Project
Budget Milestones

Back to application

Test Application RTAP
ID: 3610982135

Applicant Information

Project Summary

Narrative

Project Timeline

Budget

Budget Narrative

0 of 8 required tasks complete

Last edited: Jul 29 2025 04:57 PM (GMT)

REVIEW

SUBMIT

Deadline: Aug 30 2025 03:59 AM (GMT)

Project Timeline

Provide a project timeline by quarter (up to 12 months) for accomplishing the project goals and deliverables from the Narrative section of the application.

Project Timeline

Please list your project milestones (key activities/accomplishments) and check off when those milestones are expected to take place. You can check the N/A box if you do not have that many milestones. If you have more than 10 milestones, please describe any additional milestones and when they will take place in the next question.

	N/A	Project Milestones	Q1	Q2	Q3	Q4
1	☐		☐	☐	☐	☐
2	☐		☐	☐	☐	☐
3	☐		☐	☐	☐	☐
4	☐		☐	☐	☐	☐
5	☐		☐	☐	☐	☐
6	☐		☐	☐	☐	☐
7	☐		☐	☐	☐	☐
8	☐		☐	☐	☐	☐
9	☐		☐	☐	☐	☐
10	☐		☐	☐	☐	☐

Timeline Description

Provide any additional information about the project timeline. Please address the following, to demonstrate project readiness:

- What will you do in the first 30 days to launch the project?
- What milestones do you plan to achieve in the first 2 quarters (6 months)?

SAVE & CONTINUE EDITING

MARK AS COMPLETE

Budget

[Back to application](#)

Test Application RTAP
ID: 3610982135

- ☐ Narrative
- ☐ Project Timeline
- ☒ Budget
- ☐ Budget Narrative
- ☐ Upload Letter of Commitment
- ☐ Upload Letter of Authorization from the Transit Agency Executive

0 of 8 required tasks complete

[REVIEW](#) [SUBMIT](#)

☐ Budget

Task instructions [Hide](#)

Please download this [Community Rides Grants Budget Template](#), which includes both budget forms - Project Budget and Budget by Milestone.

There are instructions provided on the first tab of the spreadsheet. **Be sure to fill out both the Project Budget and Budget by Milestone tabs.** When finished, upload the completed Budget Template here.

[ATTACH FILE](#)
xls, xlsx

[MARK AS COMPLETE](#)

Needs to be Saved in as an Excel File to Upload

Project Budget

Selected projects will be awarded for up to 12 months of funding (February 1, 2027 to January 31, 2028).

Grant funds will be distributed on a reimbursement basis after expenses are incurred.

Monthly invoices must be submitted with proper documentation to be reimbursed

BUDGET FORM INSTRUCTIONS

Fill out the Project Budget and Budget by Milestone tabs. There is a Budget by Milestone Sample for illustration purposes only.

This is a 12-month funding opportunity. The goal is that these projects will be sustainable beyond the 12-month timeframe.

Project proposals need to include a detailed summary of tasks, budget, and outline a clear set of objectives, goals, and milestones.

The amount of the NRTAP Community Rides Grant Award requested in each budget category must be specified on the form. The total budget for the NRTAP Grant Award must be a minimum of \$25,000 and not exceed \$75,000.

Matching funds are not required. However, if the applicant/partner organization will contribute staff hours or funds to the project, or will utilize additional outside funding, the amount to be provided must be specified in the budget categories listed on this form in the Outside Funds column. The Total Project Costs column should match the sum of the Community Rides Grant Funding and any Outside Funds.

All expenses must be directly related to this project and cannot be used for existing services. The Description field must include detail for each budget category, following the guidance provided below. Additional information about the budget can be provided in the Budget Narrative section of the application.

BUDGET CATEGORIES

PERSONNEL COSTS should specify salary costs (hourly rate, number of staff, number of hours) and associated fringe benefits (and how fringe is calculated – e.g., a percentage of salary costs) to carry out project activities.

TRAVEL COSTS are for staff travel and may include per diem for meals, mileage, parking, and other necessary costs.

CONSULTANT OR CONTRACTOR FEES, including travel, anticipated by the applicant should be included as a separate category in the budget. Be sure to specify how consultant fees are calculated.

OTHER DIRECT COSTS:

--OPERATING COSTS for new or expanded service directly related to this project, other than salaries (e.g., fuel, maintenance)

--CAPITAL COSTS (excluding vehicle purchases) directly related to this project (e.g., vehicle leases, equipment).

--MEETING/TRAINING COSTS may include the costs of holding one or more community forums plus costs associated with smaller collaborative meetings. Such costs may include space rental, copying materials, AV equipment rental, speaker fees/travel costs. Food/beverage costs

< >

Instructions

Project Budget

Budget by Milestone

Budget by Miles

...

+

:

◀

Budget Template

Organization Name: _____				Total Project Costs	Community Rides Grant Funding (Total Project Costs - Outside Funding)	Enter Outside Funding, if any (Will be deducted from total project costs to calculate Community Rides Grant Funding)	Description
Personnel Costs:	Hourly Rate	Hours/Week	\$ of Week				
Project Manager	\$ -	0	0	\$ -	\$ -	\$ -	
Program Manager	\$ -	0	0	\$ -	\$ -	\$ -	
Driver(s)	\$ -	0	0	\$ -	\$ -	\$ -	
Dispatch	\$ -	0	0	\$ -	\$ -	\$ -	
Administrative	\$ -	0	0	\$ -	\$ -	\$ -	
Other Staff (specify)	\$ -	0	0	\$ -	\$ -	\$ -	
Subtotal				\$ -	\$ -	\$ -	
Fringe (enter percentage),		0%		\$ -	\$ -	\$ -	
Travel (enter total)		\$0.00		\$ -	\$ -	\$ -	
Total Personnel + Travel				\$ -	\$ -	\$ -	
Contracted Services:	Hourly Rate	Total					
Sub-contracted Services	\$ -	0		\$ -	\$ -	\$ -	
Consultants	\$ -	0		\$ -	\$ -	\$ -	
Travel for consultants		\$0.00		\$ -	\$ -	\$ -	
Total Contracted Services C				\$ -	\$ -	\$ -	
Other Direct Costs:							
<i>Include all possible items where you plan to use the funding (e.g., marketing materials, trainings, and technology related expenses).</i>				Enter Total Project Costs	Community Rides Grant Funding (Total Project Costs - Outside Funding)	Enter Outside Funding, if any (Will be deducted from total project costs to calculate Community Rides Grant Funding)	Description (Briefly describe other expenses. Outside funding is subtracted from the Total Project Costs and reflected in the Community Rides Grant Funding column)
<i>Include fuel usage and other direct costs assumptions in Description.</i>							
Fuel				\$ -	\$ -	\$ -	
Vehicle lease				\$ -	\$ -	\$ -	
Maintenance				\$ -	\$ -	\$ -	
Meeting/Training Expenses				\$ -	\$ -	\$ -	
Office Space Rental/Utilities				\$ -	\$ -	\$ -	
Telephone/Fax/Internet				\$ -	\$ -	\$ -	
Printing				\$ -	\$ -	\$ -	
Mailing/Postage				\$ -	\$ -	\$ -	
Supplies				\$ -	\$ -	\$ -	
Computer/Technology Expenses				\$ -	\$ -	\$ -	
Marketing/Media/Outreach				\$ -	\$ -	\$ -	
Other (specify)				\$ -	\$ -	\$ -	
Other (specify)				\$ -	\$ -	\$ -	
Other (specify)				\$ -	\$ -	\$ -	
Total Other Direct Costs				\$ -	\$ -	\$ -	
Subtotal				\$ -	\$ -	\$ -	
Indirect Costs (enter percentage) Please provide federally approved rate documentation or other supporting documentation		0%		\$ -	\$ -	\$ -	

Budget Milestones

NRTAP_Community_Rides_Grant_Budget_Template .XLSX				
File Edit View Insert Format Data Tools Help				
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K24				
	A	B	C	D
1	Project Budget by Milestone			
2	Applicants need to identify the milestones (key activities/achievements) appropriate to their project in the application form. Please also list them below and estimate the amount you anticipate spending on achieving each of these milestones.			
3	#	Milestones	Estimated Cost	
4	1		\$ -	
5	2		\$ -	
6	3		\$ -	
7	4		\$ -	
8	5		\$ -	
9	6		\$ -	
10	7		\$ -	
11	8		\$ -	
12	9		\$ -	
13	10		\$ -	
14	11		\$ -	
15	12		\$ -	
16	Total:		\$ -	
17				

Budget Milestone Sample

 NRTAP_Community_Rides_Grant_Budget_Template .XLSX   				
File Edit View Insert Format Data Tools Help				
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L14				
	A	B	C	D
1	Budget by Milestone Sample			
2	**Provided as an illustration only.**			
3	#	Milestones	Estimated Cost	
4	1	Ongoing project management and reporting	\$ 1.00	
5	2	Project planning meetings with partners and finalizing memorandum of understanding (MOU)	\$ 1.00	
6	3	Develop and distribute community surveys	\$ 1.00	
7	4	Community stakeholder meetings	\$ 1.00	
8	5	Update transportation plans	\$ 1.00	
9	6	Purchase software/equipment for the project	\$ 1.00	
10	7	Implement new/expanded transit service	\$ 1.00	
11	8	Evaluate service, measure performance, and have follow-up meetings with community stakeholders	\$ 1.00	
12	Total:		\$ 8.00	
13				

[← Back to application](#)

Test Application RTAP

ID: 3610982135

 Applicant Information

 Project Summary

 Narrative

 Project Timeline

  Budget

 Budget Narrative 

0 of 8 required tasks complete

Last edited: Jul 29 2025 04:57 PM (GMT)

REVIEW

SUBMIT

 Budget Narrative 

Budget Narrative

Describe how the items in your project budget (submitted using the budget template) will help you achieve your project goals.

If applicable, also address the following:

- If additional staff support or in-kind contributions will be provided by the applicant or partner agencies, describe them here.
- If you are planning to utilize outside sources of funding for this project

Community Rides Grant funds:

1. Explain the role of the outside funding in the project and how it will contribute to the project's success.
2. Describe the process of securing that funding, if it is not already available.
3. Provide documentation (may be uploaded as an attachment if necessary) that the outside funds can be used for this project.
4. Explain how you would adjust the project if the outside funds are not secured.

Describe How the Budget Items Will Help Achieve the Project Goals

SAVE & CONTINUE EDITING

MARK AS COMPLETE

Local Partner Letter of Commitment

[Back to application](#)

Test Application RTAP
ID: 3610982135

- ☐ [Upload Letter of Commitment](#) ➤
- ☐ [Upload Letter of Authorization from the Transit Agency Executive and/or Governing Board](#)
- ☐ [Upload up to four letters of support from other allied organizations and stakeholders \(optional\)](#)
- ☐ [Upload Additional Documentation \(optional\)](#)

0 of 8 required tasks complete

[REVIEW](#) [SUBMIT](#)

[Upload Letter of Commitment](#) ⋮

Task instructions [Hide](#)

All applicants must upload at least one letter of commitment from a key partner organization for this project.

- The letter(s) should specifically describe the planned role of the partner in the proposed project, anticipated support (including monetary or in-kind support) to be provided, if applicable, and a list of anticipated project activities in which the partner will be involved.
- Any changes to the proposed partnerships will require NRTAP's advance approval and must be consistent with the scope of the approved project.

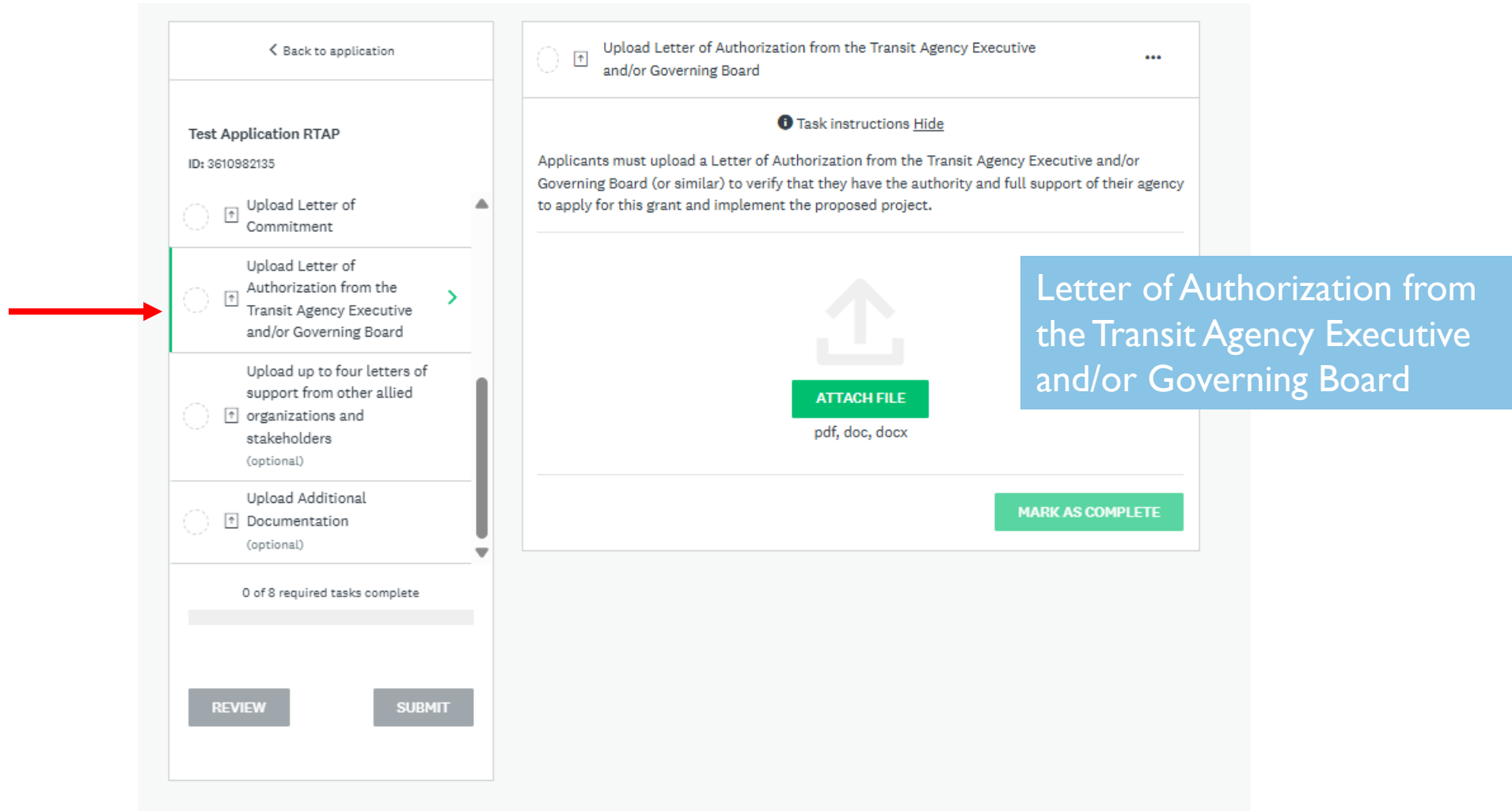


[ATTACH FILE](#)
pdf, doc, docx

[MARK AS COMPLETE](#)

Required Local Partner Letter of Commitment

Authorization Letter



[← Back to application](#)

Test Application RTAP
ID: 3610982135

- ☐ ☐ Upload Letter of Commitment
- ☒ ☐ Upload Letter of Authorization from the Transit Agency Executive and/or Governing Board
- ☐ ☐ Upload up to four letters of support from other allied organizations and stakeholders (optional)
- ☐ ☐ Upload Additional Documentation (optional)

0 of 8 required tasks complete

[REVIEW](#) [SUBMIT](#)

☐ ☐ Upload Letter of Authorization from the Transit Agency Executive and/or Governing Board [...](#)

Task instructions [Hide](#)

Applicants must upload a Letter of Authorization from the Transit Agency Executive and/or Governing Board (or similar) to verify that they have the authority and full support of their agency to apply for this grant and implement the proposed project.


[ATTACH FILE](#)
pdf, doc, docx

[MARK AS COMPLETE](#)

Letter of Authorization from the Transit Agency Executive and/or Governing Board

Additional Letters of Support (optional)

[Back to application](#)

Test Application RTAP
ID: 3610982135

- ☐ Upload Letter of Commitment
- ☐ Upload Letter of Authorization from the Transit Agency Executive and/or Governing Board
- ☒ Upload up to four letters of support from other allied organizations and stakeholders (optional) [>](#)
- ☐ Upload Additional Documentation (optional)

0 of 8 required tasks complete

[REVIEW](#) [SUBMIT](#)

☐ ☐ Upload up to four letters of support from other allied organizations and stakeholders [...](#)

Task instructions [Hide](#)

Applicants may also upload up to four letters of support from other allied organizations and stakeholders, including institutions, companies, organizations, or government agencies. Although support at all levels (local to federal) is valuable, support at the local level is most important.



[ATTACH FILE](#)
pdf, doc, docx

Minimum: 1 | Maximum: 4

[MARK AS COMPLETE](#)

Four Letters of Support from Other Project Partners or Stakeholders

Supporting Documents

< Back to application

Test Application RTAP
ID: 3610982135

- ☐ Upload Letter of Commitment
- ☐ Upload Letter of Authorization from the Transit Agency Executive and/or Governing Board
- ☐ Upload up to four letters of support from other allied organizations and stakeholders (optional)
- ☐ Upload Additional Documentation (optional)

0 of 8 required tasks complete

REVIEW **SUBMIT**

☐ Upload Additional Documentation ...

Task instructions [Hide](#)

Applicants may attach **up to 20 pages** of additional supporting information that is directly related to the application and is referenced in the project narrative, such as excerpts of transportation plans with the relevant page number(s) noted.

If you have supporting information from more than one document, please combine into one PDF.

ATTACH FILE
pdf, doc, docx

MARK AS COMPLETE

Supporting Document like Community Plans

When Ready to Submit

The screenshot displays the 'Test Application RTAP' interface. On the left, a progress bar shows '1 of 8 required tasks complete'. Below it are 'REVIEW' and 'SUBMIT' buttons. A red arrow points to the 'REVIEW' button, another to the 'SUBMIT' button, and a third to the 'Applicant Information' task in the 'Your tasks' list, which is marked with a green checkmark. The 'Your tasks' list includes: Applicant Information (checked), Project Summary, Narrative, Project Timeline, Budget, Budget Narrative, Upload Letter of Commitment, Upload Letter of Authorization from the Transit Agency Board, Upload up to four letters of support from other allied organizations and stakeholders (optional), and Upload Additional Documentation (optional). The right panel shows the application details and tabs for 'APPLICATION' and 'ACTIVITY'.

1 of 8 required tasks complete

REVIEW **SUBMIT**

National RTAP

Al Benedict
al.benedict.work@gmail...
View & edit

Add Member or Team

Test Application RTAP
National RTAP ID: 3610982135

APPLICATION **ACTIVITY**

Your tasks

- ☒ Applicant Information
- ☐ Project Summary
- ☐ Narrative
- ☐ Project Timeline
- ☐ Budget
- ☐ Budget Narrative
- ☐ Upload Letter of Commitment
- ☐ Upload Letter of Authorization from the Transit Agency Board
- ☐ Upload up to four letters of support from other allied organizations and stakeholders (optional) >
- ☐ Upload Additional Documentation (optional) >

When Application is Complete Hit the Submit Button

You will be able to review it but will not be able to make any more edits

Check your email for confirmation

Submitted Application

✓ Submitted

National RTAP

AB

Al Benedict
al.benedict.work@gmail....
View & edit

Add Member or Team

Test Application RTAP

National RTAP

ID: 3610982135

APPLICATION

ACTIVITY

Previous tasks

✓

Applicant Information

Completed on: Jul 29 2025 05:17 PM (GMT)

>

✓

Project Summary

Completed on: Jul 30 2025 03:56 PM (GMT)

>

✓

Narrative

Com

>

✓

Project Timeline

Completed on: Jul 30 2025 04:01 PM (GMT)

>

✓

Budget

Completed on: Jul 30 2025 04:01 PM (GMT)

>

✓

Budget Narrative

Completed on: Jul 30 2025 04:02 PM (GMT)

>

✓

Upload Letter of Commitment

Completed on: Jul 30 2025 04:03 PM (GMT)

>

✓

Upload Letter of Authorization from the Transit Agency Executive and/or Governing Board

Completed on: Jul 30 2025 04:03 PM (GMT)

>

✓

Upload up to four letters of support from other allied organizations and stakeholders (optional)

Completed on: Jul 30 2025 04:03 PM (GMT)

>

✓

Upload Additional Documentation (optional)

Completed on: Jul 30 2025 04:04 PM (GMT)

>

<https://nationalrtap.smapply.org>

Questions

Thank You!

National Rural Transit Assistance Program

nationalrtap.org

info@nationalrtap.org

Find us on Facebook, Twitter, YouTube, LinkedIn & Instagram

888-589-6821

Community Rides Grant Program

nationalrtap.org/News/Community-Rides-Grants

grants@nationalrtap.org

781-404-5015



U.S. Department of Transportation
Federal Transit Administration